

NEH Application Cover Sheet (PG-258339)

Preservation Assistance Grants

PROJECT DIRECTOR

Ms. Josephine Bloodgood
Director, Curatorial and Preservation Affairs
88 Huguenot Street
New Paltz, NY 12561-1415
USA

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Phone: 845-255-0180
Fax:

Field of expertise: Art History and Criticism

INSTITUTION

Huguenot Historical Society, New Paltz, N.Y.
New Paltz, NY 12561-1415

APPLICATION INFORMATION

Title: *Enhancing Emergency Preparedness at Historic Huguenot Street*

Grant period: From 2018-01-01 to 2018-08-31

Project field(s): U.S. History; Cultural History; Art History and Criticism

Description of project: Historic Huguenot Street (HHS) seeks support to augment emergency preparedness planning specifically for humanities collections at its 10-acre National Historic Landmark District in New York's Hudson Valley. The project entails a risk assessment for each of the buildings where collections are stored or displayed; a comprehensive Emergency Preparedness and Response Plan; and subsequent training for HHS staff and volunteers. With more than 14,000 collections pieces and seven historic house museums, resource-specific planning for emergency preparedness and disaster response is critical. A wide-range of potential events must be considered, including extreme weather such as record snow and intense rain associated with hurricanes such as Sandy and Irene. HHS staff has enlisted Barbara Moore, a conservator and experienced emergency preparedness consultant, to guide the plan development process and train staff in disaster recovery techniques.

BUDGET

Outright Request	6,000.00	Cost Sharing	10.00
Matching Request	0.00	Total Budget	6,010.00
Total NEH	6,000.00		

GRANT ADMINISTRATOR

Ms. Natalie Kikel
88 Huguenot Street
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Abstract

The NEH Preservation Assistance Grant would support augmentation of emergency preparedness planning specifically for humanities collections at Historic Huguenot Street, a 10-acre National Historic Landmark District in New York State's Hudson Valley. The proposed project will entail a risk assessment for each of the buildings where collections are stored or displayed; completion of a comprehensive Emergency Preparedness and Response Plan; and subsequent training for HHS staff and volunteers. With more than 14,000 collections pieces and seven historic house museums and attendant buildings, resource-specific planning for emergency preparedness and disaster response is critical. A wide-range of potential events must be considered, including extreme weather events such as record snow accumulations and the intense rain events that accompany hurricanes such as Sandy and Irene. HHS staff has enlisted Barbara Moore, a conservator and experienced emergency preparedness consultant, to guide the plan development process and train staff in disaster recovery techniques.

What activity or activities does the grant support?

The Huguenot Historical Society, New Paltz, N.Y. (a.k.a. Historic Huguenot Street or HHS), a 10-acre National Historic Landmark District in New York State's Hudson Valley, respectfully requests a \$6,000 Preservation Assistance Grant to improve emergency preparedness specifically for its humanities collections. The proposed project will entail a risk assessment for each of the buildings where collections are displayed or stored; completion of a comprehensive Emergency Preparedness and Response Plan; and subsequent training for HHS staff and volunteers. Instruction will address both how to minimize damage prior to a potentially destructive event, and how to respond efficiently and effectively in the advent of flood, fire, or other disaster.

Under the proposed grant project, HHS staff will develop the plan with guidance from Barbara Moore, a NEH-trained object conservator with broad experience in disaster planning and response for museum collections. HHS's plan will delineate the actions necessary to secure historic properties and collections before a predicted emergency situation such as a hurricane or flood. A prioritized list of objects requiring evacuation or special protective measures will be created. In addition, the plan will include updated floor plans for each of the historic houses (denoting the locations of fire extinguishers, shut off valves for gas, electricity, and water); updated phone trees and staff contact information; contact information for emergency recovery services (freezing, freeze drying, transport, conservators, as well as roofers, electricians, etc.); a list of sources for emergency equipment and supplies; and an outline of assigned roles, responsibilities, and reporting structure for the staff during response and recovery operations.

A key goal [deliverable] of this project is to create a non-specialist, user-friendly flip-chart of bulleted responses and contact information for various situations (pipe burst, bomb threat, power failure) that can be distributed to the entire HHS staff to keep at their work station. The flip chart will also include the fully operational plan already in place to address emergencies involving staff and visitors. Although components of an emergency plan to address collections have been compiled in the past, key elements need development or refinement. Moore will make an initial visit to instruct staff on risk assessment and provide an overview of her emergency planning recommendations. HHS Curatorial and Buildings and Grounds staff will then draft the contents of the plan for Moore to review. Once the plan is finalized, Moore will conduct a workshop to train staff and volunteers, including delineation of roles within the team in preparing and responding to an emergency. This will include techniques that can be used to minimize damage to various collections types/materials that are exposed to water, mud, or smoke. The workshop will include emergency drills and hands-on practice in recovering wet artifacts.

To maintain preparedness going forward, HHS will institute an annual review of the plan, which will be added to the maintenance calendar. This review will reassess team roles; cover hands-on response methods; include annual fire extinguishment training by the New Paltz Fire Department; update contact lists; update floorplans incorporating any changes to mechanical systems; and an inventory of and supplementation to the Emergency Kits as needed. A plan for new employee training will be instituted, as well.

What are the content and size of the humanities collections that are the focus of the project?

The Historic Huguenot Street site has been described as "contain(ing) perhaps the most intact architectural concentration of landmarked late 17th- and early 18th-century stone houses in the United States," (National Register of Historic Places to HHS, October 11, 1985). HHS collections comprise seven historic stone house museums and attendant structures, a reconstructed 1717 Huguenot church, archaeological sites and artifacts that date back over 10,000 years, a burial ground that dates to the 1670s, an authentically-built replica Munsee Indian *wigwam*, as well as a research library and archives.

HHS's collection numbers over 14,000 objects, many of which are programmed to furnish and support the interpretation of the historic houses. Others are displayed in physical and online exhibitions, providing a

survey of everyday life in rural New York State from the pre- and early colonial periods through the first half of the 20th century.

HHS Collections span from 8500 BCE through the 1950s and include roughly 340 paintings and other fine art; 500 pieces of furniture; 1,100 ceramic, silver, fine glass, and pewter items; over 1,000 domestic accessories; 200 jewelry and personal adornment pieces; 1,273 items of clothing, 80 weaponry, over 200 quilts/coverlets; 50 other items of bedding; 90 musical instruments and toys; and 1,300 tools and equipment. Importantly, HHS also retains all archeological materials found on the site pertaining to Native American and contact period history in New Paltz, the storage of which currently measures approximately 50 cubic feet. HHS Library and Archives collections include approximately 3,500 books, 1,000 rare books, 425 archival documents, 520 manuscripts, 210 pamphlets, 90 maps, 8,000 photographs, and 625 bibles.

The significance of HHS buildings and collections may best be described by highlighting two of the site's historic houses and their furnishings. Famous as the flagship house of Huguenot Street, the **Jean Hasbrouck House** (Jean House) was the first to be acquired by the organization in 1899 and received its own individual National Landmark status in 1967. Based on dendrochronological studies, the earliest portions of the Jean House date from between 1685 and 1705, yet a major expansion in the 1720s by Jacob Hasbrouck transformed the stone house to its outward appearance today. The Jean House retains many original structural elements from that period, including a jambless fireplace (one of only a few existing original examples in the U.S.), as well as wood paneling, timber framing, mortised oak casement windows, plank doors, and masonry walls. The elegant rooms are fully furnished with fine, mid-18th century pieces, including a unique Delft shaving bowl featuring the painted reflection of its user in the bottom; an American-made musket assembled using the barrel, lock, and trigger guard from a French infantryman's rifle; among numerous other authentic artifacts. An oil painting entitled "Calvary Skirmish" attributed to 17th-century Dutch painter Palamedesz adorns the *grote kamer*. The house also boasts several Hudson Valley-made furniture items, notably three exceptional examples of *kasten* (large Dutch-style cupboards), as well as a rare drop leaf table made at the Beekman-Elting Workshop in Kingston, NY (ca. 1750).

In contrast, the **Deyo House**, re-envisioned in 1894 as a Colonial Revival mansion, retains less evidence of its origins as a simple two-room stone house built ca.1692, yet boasts turn-of-the-20th century style through its period furnishings, extensive decorative moldings, and wood paneled dining room and front hall with built-in bench and parquet floors. An electrified player piano (ca. 1910) was recently added to the West Parlor, enhancing the experience of the house through sound. Fine clocks, silver, china, glassware, and bronze sculptures decorate the interiors. Both the main and second floors of the house feature paintings by Julia McEntee Dillon (1834-1918) and Dubois Fenelon Hasbrouck (1816-1934). Hasbrouck is a direct descendent of Huguenot Street.

Other important treasures are displayed throughout the remaining historic houses or secured in designated storage spaces. Highlights include a gallery in the **LeFevre House** of early-19th century portrait paintings by American artists such as Ezra Ames, Asher B. Durand, Samuel Lovett Waldo and William Jewett, Ammi Phillips, Micah Williams, and John Vanderlyn, Jr. The **Abraham Hasbrouck House** features many handsome 18th -century pieces, such as a second generation Beekman-Elting *kast*, hutch- and gate-leg tables; a bible box; and a primitive, Dutch-style open cupboard known as a *pottebank*; as well as Queen Anne and Hudson Valley flat-arm ladder back chairs. The cellar kitchen of the **Bevier-Elting House** is also furnished with authentic 18th-century furnishings and interpreted as a slave workspace and dwelling, commemorating the toil and hardships of enslaved Africans on Huguenot Street, as documented in records relating to the Bevier, Elting, and other Huguenot families. Items presently in storage include HHS's extensive collection of 19th century quilts, coverlets, and historic clothing housed in archival boxes; weaponry such as a Confederate rifle and a Tiffany & Co. Civil War ceremonial sword; several 18th -century scrimshaw powder horns; a large silver collection; and portrait miniatures by John Carlin (1813-1891).

The HHS Archives preserve early business account books, family papers, and other original documents that tell the story of New Paltz from its founding in 1677 through the 20th century. As New Paltz was settled not long after the Dutch surrendered the territory to the English in 1664, the manuscript collection is a blend of Dutch-, French-, and English-language documents. Both the Archives and Library attract students and scholars conducting research in women's history, black history, Native American history, and religion, as well as local and family history. In representing this diverse history of a notable early-American settlement, the Archives are of national significance. The 1677 Esopus Munsee-Huguenot Land Agreement is an exceptionally rare original manuscript revealing much about the interaction of Native Americans and the colonial settlers. Slave registers, wills, and bills of sale provide documentation of and insight into the practice of slavery in the North, while Civil War registers help detail the contributions of African-American men during the conflict. Social history during times of conflict—namely the Revolutionary War and Civil War—is detailed through enlistment registers and unique sets of complete soldiers' correspondence.

HHS Archives are cited in numerous periodicals and publications, such as the *Journal of Business and Behavioral Science*, *American Ancestors*, *New York Genealogical and Biographical Society*, and *New York History* published by the NYS Historical Association, as well as Robert S. Grumet's *The Munsee Indians, A History*; Ken Shefsiek's *Set in Stone: Creating and Commemorating a Hudson Valley Culture*; and Paula Wheeler Carlo's *Huguenot Refugees in Colonial New York, Becoming American in the Hudson Valley*. Over 2000 documents and related collection objects are made accessible online through the Hudson River Valley Heritage website (<http://hrvh.org>) administered by the Southeastern New York Library Resources Council.

How are these humanities collections used?

HHS collections are used in numerous ways to engage and educate audiences: thousands of objects are programmed to furnish and support the interpretation of the seven stone house museums and benefit more than 11,500 on-site visitors per year, as well as an additional 1,200+ primary and secondary students. Free house tours are offered annually during the NYS Path Through History weekend in June. Special tours are offered to lifelong learning groups such as the Roads Scholars, Retired Teachers Association of Kingston, and other local senior citizens groups.

HHS offers a range of lectures and community programs relating to the museum's material holdings. Plans for this year include a newly-launched women's history tour, which showcases paintings by Julia McEntee Dillon; and *Juneteenth: A Celebration of African-American Culture, Music, and Cuisine*. HHS also offers children's programs that allow our youngest visitors to engage with the houses, furnishings, and stories of Huguenot Street through arts and crafts, writing, and theater projects. Summer program attendees also participate in archaeological digs (a fast growing STEM field) on site, from which some found items enter our permanent collections. This year's programs will be enhanced by the addition of a Native American *wigwam*, built using authentic methods and locally sourced materials by Barry Keegan, Munsee Native American crafts expert and museum consultant. The story of slavery is interpreted through two, fully furnished, cellar kitchens, which would have served as both workspace and sleeping quarters for enslaved Africans. Notably, in 2014, HHS was recognized by the NYS Education Department website for Cultural Education for effective implementation of Common Core Standards into our curriculum.

The historic **DuBois Fort** serves as the Visitor Center, where the hands-on history room invites visitors to tactilely experience a selection of objects from the Education Collection. HHS collections items are also displayed throughout the Fort's public spaces with accompanying text. Themed exhibitions are featured in a large display case on a rotating basis. Recent and upcoming exhibits include Esopus Munsee artifacts, Slavery in New Paltz, 17th-c. Dutch Silver Spoons, Civil and Revolutionary War weapons and artifacts, vintage toys, and women's personal and domestic accessories relating to Victorian-era rules of etiquette. One of our most popular exhibits features 19th-century *hairwork*, jewelry made of human hair, which served to posthumously memorialize loved ones. Additional objects are displayed in online exhibitions, providing a survey of everyday life in rural New York State, from the pre- and early colonial periods through the first half of the 20th century.

More than twelve dozen of these and other collection items have been brought to light through the Object of the Week blog written by interns from area colleges and universities.

What is the nature and mission of your institution?

Historic Huguenot Street's mission is "to engage, educate, and challenge a diverse audience by collecting, preserving, and interpreting the buildings, objects, documents, and stories of the Huguenots' multicultural journey in America." To this end, it maintains seven historic house museums and collections, along with exhibit and program spaces, in service of a dynamic schedule of tours and public programs, appealing to families, school groups, life-long learners, and the academic community. The site is open for tours six days per week from May through December and, otherwise, by appointment. Programs are held year round.

Founded in 1894 and chartered by the State of New York as an educational institution in 1975, HHS has a renewed commitment to support the humanities and to preserve its collection, archives, and research library, and make them accessible to the public. HHS's 2017 operating budget is \$1.4 million. It should be noted that, in order to illustrate the relative size of museum operations for the purpose of this grant application, the two most applicable departments, Curatorial and Buildings and Grounds budgets (excluding capital preservation projects which are budgeted separately), account for \$259,166 (18.5%) in combined expenses. HHS has a professional staff of 15 full-time, 4 part-time, and 7 seasonal staff. They are supported by an average of 70 volunteers and 20 interns annually. The Curatorial Department includes three full-time staff members and one part-time historic housekeeper. The Buildings and Grounds staff consists of two full-time people. Collaboratively and with the assistance of qualified consultants, Curatorial and Building and Grounds staff oversee preservation on the site.

Has your institution ever had a preservation or conservation assessment or consultation?

HHS was awarded a 2016-17 NEH Sustaining Cultural Heritage Collections grant and is currently working with consultants Michael C. Henry and Richard Kerschner on the development of a comprehensive Environmental Improvements Report (EIR). The project has involved comprehensive review of HHS's seven historic house museums, as well as other buildings containing collections, and recommendation of sustainable strategies for maintaining environmental conditions. When completed in May, the resulting EIR will serve as the basis for an Environmental Management Plan that will guide immediate and long-term implementation and preservation. Henry and Kerschner have both emphasized the importance of emergency preparedness and training for HHS (support letters attached). The current proposal is a logical step from the SCHC grant project as it benefits from much of the work (updating of floor plans, location and identification of mechanical systems, education of staff, etc.) that will have been accomplished through the SCHC grant. A Preservation Needs Assessment for the HHS Library and Archives was conducted in November 2015 by Dyani Feige, Director of Preservation Services of the Conservation Center for Art and Historic Artifacts. The assessment was made possible through funding from the NEH. The report lists emergency preparedness and training for staff as a priority. Additionally, a MAPII study was conducted in 2000. The MAP study indicated that, at that time, a draft disaster plan had been written. Relevant excerpts from the Library and Archives Needs Assessment and the MAP study are attached.

What is the importance of this project to your institution?

Preservation of our collections and historic buildings is essential to HHS's mission to educate and engage the public in the stories and experiences of the Native Americans, Huguenot, Dutch, and enslaved African residents in the region. Without this grant, HHS risks finding itself unprepared in the event of a disaster. In contrast, this project will enable HHS to plan for any disaster and effectively preserve our collections and buildings for decades to come. Hurricanes Irene (2011) and Sandy (2012) and Tropical Storm Lee (2011) threatened the site and prompted the HHS Board to include an emergency preparedness plan update in their Strategic Plan that year. Staff changes since then made it difficult to focus on a plan until now and the use of

NEDCC's Plan is not proving adequate for a site as large as HHS. Building on information compiled for the NEH SCHC project (described earlier), and the success of working with qualified consultants, the staff is prepared to finalize a plan with the guidance of Barbara Moore. Moreover, staff—particularly new and less experienced staff—require more formal training in risk management and disaster response. Through the NEH SCHC project, Board, staff, and volunteers now have a greater understanding of risks to collections and buildings, and recognize that emergency preparedness and training must be a priority. In addition to hurricanes, the region is subject to severe winter storms that have resulted in power outages, downed trees, flooding in basements of administrative buildings, heavy weight loads on roofs, etc. To adequately respond to serious emergencies, HHS needs a comprehensive plan that will be updated annually.

What are the names and qualifications of the consultant(s) and staff involved in the project?

HHS interviewed three potential consultants (both private and organizational) with experience in emergency planning and elected to work with **Barbara Moore** on this project. Moore, an objects conservator in private practice, initially trained under the NEH/AIC “Train the Trainers: Emergency Response for Cultural Institutions” program. She has since participated in additional emergency response and recovery training and is an active member of the AIC-CERT team. She regularly advises museums and regularly leads workshops on risk assessment and emergency preparedness, and facilitates development of emergency response plans. She is currently part of a team working on an emergency preparedness and response plan for Historic Deerfield, a multi-building campus not unlike Historic Huguenot Street.

Josephine Bloodgood, HHS Director of Curatorial and Preservation Affairs, will lead the project internally. She has nearly 20 years of experience in museum collections care and management. Prior to coming to HHS in 2014, she started her career in registrar and curatorial positions at the Georgia Museum of Art and then served as Curator and Executive Director at the Woodstock Artists Association and Museum, where, over a 12-year period, she supervised collection and education projects funded by the NEH, IMLS, and the NYS Council on the Arts. **Renzo Cinti**, Site Supervisor since 2015, has 17 years of experience in property and building management, three of those as head of maintenance at Old Stone Farm, a 234-acre historic property in Rhinebeck, NY. **Carrie Allmendinger** is HHS's Archivist Librarian, and **Ashley Trainor** is HHS's Collections Manager. **Alex Reeves** is Security/Maintenance Manager on the site; and **Marty Smith** recently joined HHS as the part-time Collections Care Assistant responsible for housekeeping in the historic houses.

What is the plan of work for the project?

- **January 2018:** Consultant Barbara Moore visits the site to teach staff about risk assessment. Moore conducts a walk-through of two or three representative museum buildings with HHS staff, as part of their training. On day two, Moore provides an overview of emergency preparedness planning and plan contents. Staff is assigned individual components of the plan to draft. A schedule will be developed for draft and review deadlines. The local Fire Department is invited to attend this session to meet all staff and discuss preparedness and response at the site.
- **February and March 2018:** HHS staff completes risk assessments. Periodic meetings are held to review and compare risk assessments for individual buildings. Staff draft plan components with input, by phone and email, from Moore. Drafts are compiled and reviewed by the Director of Curatorial and Preservation Affairs prior to sharing with Moore. Flip-charts with bulleted responses are drafted as well.
- **April and May 2018:** Moore reviews risk assessments, plan, and flip-charts completed by staff and prepares comments. Moore prepares upcoming workshop and materials.
- **July 2018:** Moore returns to HHS for a workshop for staff and volunteers on disaster response and how to implement HHS's written plan with response scenarios to practice. Staff outlines annual review of plan and adds it to the maintenance calendar. Hard copies of the full plan are taken home and housed on site in key staff offices and at the main administrative desk and backed up on the HHS server. Flip-charts distributed to all houses and individual staff offices.

NEH Preservation Assistance Grant for Smaller Institutions
Huguenot Historical Society, New Paltz, N.Y. (d.b.a. Historic Huguenot Street)

BUDGET

Emergency Planning at Historic Huguenot Street

Consultant Fees

Consultant Name: Barbara Moore

No. of Project Days	Daily Rate	No. of days	Total
Moore	\$ 800.00	5.5	\$ 4,400.00

Travel, Lodging, Subsistance	# of days, nights	Unit Cost	
Mileage from New Castle, NH to New Paltz, NY	2 trips x 1092 miles RT	0.535	\$ 1,168.00
Lodging	2	\$ 117.00	\$ 234.00
Subsistance for travel days	4	\$ 52.00	\$ 208.00

Total Project Cost \$ 6,010.00

TOTAL REQUEST	Total request form the NEH	\$ 6,000.00
	Cost sharing by applicant	\$ 10.00

Emergency Planning and Response Training Historic Huguenot Street

Consultant: Barbara Moore

Part 1: Consultant site visit in January

Day 1:

- Instruct staff in risk assessment and use of risk assessment chart
- Conduct risk assessments on one or two (or three) museum buildings with staff, including all staff to participate in risk assessment)
- Meet someone from Fire Dept. if possible, or next morning.

Day 2:

- Workshop with staff about emergency planning (PowerPoint).
 - need for emergency plan, contents of emergency plan, assignment of sections of the plan
 - set a schedule for draft and review of plan contents
 - including all staff involved with drafting the plan

Part 2: February - March

- Completion of risk assessment by museum staff
- Creation of Emergency Plan by staff (Moore available by email or phone)
- Moore provides instructions to include in Plan for drying furniture, paintings, books, paper, etc.
- Periodic meetings are held to review and compare risk assessments for individual buildings.
- Drafts are compiled and reviewed by the Director of Curatorial and Preservation Affairs prior to sharing with Moore.
- Flip-charts with bulleted responses are drafted as well. The flip chart will also include the fully operational plan already in place to address emergencies involving staff and visitors.

April - May

- Review of Plan by Moore
- Preparation of upcoming workshop and handouts by Moore

Part 3: Consultant site visit in July

NEH Preservation Assistance Grant for Smaller Institutions
Huguenot Historical Society, New Paltz, N.Y. (d.b.a. Historic Huguenot Street)

- Workshop for staff on Emergency Response, (health and safety, first steps in recovery, and how to implement the NP Disaster Plan). Meeting to include all staff and volunteers who would respond after an emergency.
- Practice of response scenarios.
- Staff outlines annual review of plan and adds it to the maintenance calendar.
- Hard copies of the full plan are taken home and housed on site in key staff offices and at the main administrative desk and backed up on the HHS server.
- Flip-charts distributed to all houses and individual staff offices.

Josephine Bloodgood

home: (b) (6)

Museum Experience

HISTORIC HUGUENOT STREET (HHS), New Paltz, New York
Director of Curatorial and Preservation Affairs, October 2016 – present
Curator and Interim Executive Director, August 2015 – October 2016
Collections Manager and Curator, June 2014 – July 2015

WOODSTOCK ARTISTS ASSOCIATION & MUSEUM (WAAM), Woodstock, New York
Executive Director and Curator, January 2008-May 2014
Curator of the Permanent Collection, May 2002- May 2014

GEORGIA MUSEUM OF ART (GMOA), UNIVERSITY OF GEORGIA, Athens, Georgia
Associate Curator, 2000 - 2001
Assistant Registrar, 1997 – 1998
Served as replacement for Curator of Paintings while on research, Spring and Summer 1998
Education Assistant, 1993-94
Curatorial Volunteer Intern – 1995-1996

Teaching and Related Experience

SUNY ULSTER, Stone Ridge, NY, 2002 - 2014
BRENAU UNIVERSITY, Gainesville, GA, 1997 - 1998
EMMANUEL COLLEGE, Franklin Springs, GA, 1997
SCHOOL OF ART, UNIVERSITY OF GEORGIA, Athens, GA, 1994-1996
Adjunct Instructor/Instructor of Record of Drawing, Painting and Art Appreciation
Artist/Painter, exhibiting regionally and nationally, 1989-present

Selected Curated Exhibitions

Curated over 30 exhibitions, including:

The Esopus Munsees, Historic Huguenot Street, April 29 – May 28, 2017

Marking the Occasion: Dutch Silver Spoons from the Collection of George Way and Jonathan Z. Friedman, Historic Huguenot Street, October 1 – December 18, 2016.

Material Message: Ten Contemporary Hudson Valley Artists, Wired Gallery, High Falls, NY, June 2015.

Embracing the New: Modernism's Impact on Woodstock Artists, Woodstock Artists Association & Museum, February 9 – May 5, 2013. Catalogue. In-house curator for Lawrence Webster, *Inspired by the Light: Maud and Miska Petersham in Woodstock*, October 6 – December 31, 2012. Catalogue.

Shakespeare and Friends: Prints and Drawings by Milton Glaser, Woodstock Artists Association & Museum, October 15 – December 31, 2011.

In-house curator for guest curator Tom Wolf, *Peggy Bacon: Cats and Caricatures*, Woodstock Artists Association & Museum, June 11- October 10, 2011.

American Scenes: Life in the City, Woodstock Artists Association & Museum, February 9 - June 8, 2008.

Co-curator with Tom Wolf of a two-part exhibition held at the Woodstock Artists Association & Museum, *The Maverick: Hervey White's Colony of the Arts, 1905-1944*, August 4 – November 5, 2006, and *The Maverick Continues, 1940s-1980s*, November 11, 2006-January 7, 2007. Planning and implementation funded by two grants from the New York State Council on the Arts.

Ernest Frazier Retrospective, Woodstock Artists Association & Museum, June 10 – July 30, 2006.

American Scenes: Images of Labor and Industry, Woodstock Artists Association & Museum, February 11 – June 4, 2006.

In the Studio: The Creative Spaces and Tools of Woodstock Artists, Woodstock Artists Association & Museum, July 10 – October 31, 2004. Reviewed in *Chronogram* (July 2004).

At Woodstock, Kuniyoshi, Woodstock Artists Association & Museum, August 2 – October 20, 2003. Reviewed in the *New York Times* (Sept 28, 2003). Cover story in *Woodstock Times* (July 31, 2003).

Vibrant Excursions: Paintings by Thomas Paquette (contemporary landscapes), Georgia Museum of Art, 2001.

Co-curator with Greg Benson, *Lost Athens* (contemporary artists' portrayals of landscapes and architectural treasures lost to development), Lyndon House Art Center, Athens, GA, July 8 August 19, 2001.

Objective/Subjective: Late 20th Century Work on Paper from the Collection, Georgia Museum of Art, 2001.

Glory Revealed: Selected Works by African-American Artists, Georgia Museum of Art, 2001.

In-house curator, *Modern Masters: From Corot to Kandinsky* (from a private collection in Mexico City), Georgia Museum of Art, 2001.

In-house curator for two exhibitions from the Whitney Museum of American Art, *In the City: Urban Views, 1900-1940* and *Abstraction at Mid-Century*, Georgia Museum of Art, 2000.

The Modernist Urge, an exhibition of works by John E. Costigan and John W. Taylor, Georgia Museum of Art, 1997.

A Pioneer in the Arts of the South, Mary Leath Thomas, Georgia Museum of Art, 1996.

A Stone of Hope: Images of African-American Life, an exhibition of prints by Stefanie Jackson, University of Georgia, 1996.

Selected Publications

Embracing the New: Modernism's Impact on Woodstock Artists (Woodstock Artists Association and Museum, 2013. Full color, 92 pages). Wrote essay and coordinated catalogue production.

Peggy Bacon: Cats & Caricatures (Woodstock Artists Association & Museum, 2011). Coordinated catalogue production.

The Maverick: Hervey White's Colony of the Arts (Woodstock Artists Association & Museum, 2006). Coordinated catalogue production and wrote introductory essay. Planning and implementation funded by two grants from the New York State Council on the Arts. Distribution picked up by Worldwide Books, Inc.

At Woodstock, Kuniyoshi (Woodstock Artists Association & Museum, 2003) Wrote full length essay and coordinated catalogue production.

"Vibrant Excursions: Paintings by Thomas Paquette" (Georgia Museum of Art, 2001) Wrote full length essay.

"Pioneer in the Arts: Mary Leath Thomas" (Georgia Museum of Art, 1996). Wrote full length brochure essay.

Education

UNIVERSITY OF GEORGIA, Athens, Georgia
Master of Fine Arts, May 1996.

STATE UNIVERSITY OF NEW YORK, COLLEGE AT NEW PALTZ
Bachelor of Fine Arts, June 1989, *magna cum laude*.

RENZO CINTI

(b) (6)

Tel:

Cell:

E-mail:

WORK EXPERIENCE

2015-present

HUGUENOT HISTORICAL SOCIETY, NEW PALTZ, NY

Site Supervisor

- Maintain and care for 7 museum houses, a reproduction stone church, 4 administration houses and 4 rental properties.
- Responsible for grooming and maintaining 10 acres of grounds
- Coordinate and supervise contractors when needed (masonry, carpenter, electricians and plumbers)
- Supervise maintenance personnel.
- Create and coordinate security procedures for the museums and for the rest of the property

2002-May 2015

OLD STONE FARM, Staatsburg, NY

Trip Advisor Top 50 Property Hudson Valley 2014 – Best Outdoor Property

Head of Maintenance (2013-present)

Maintenance Coordinator (2002-2013)

- Maintain and groom grounds of 234 acre retreat center and farm property, including mowing, tree removal, trail maintenance, weed whacking, fence repair, water testing, and garbage removal
- Supervise and manage schedule for team of 5 maintenance workers
- Hire, coordinate, and supervise work of outside contractors, including HVAC, electricians, carpenters, excavators, plumbers, and tree removal services
- Perform routine maintenance and manage maintenance schedule for more than 25 buildings on the property, including main and guest residences, kitchen and dining facility, barn, riding arena, run-in sheds, and special purpose buildings
- Assist retreat center guests, as needed (e.g., providing transportation, serving meals, vehicles valet, etc.)

1999-2002

CAMP RISING SUN / LOUIS AUGUST JONAS FOUNDATION, Red Hook, NY

Caretaker (2000-2002)

- Oversaw grounds maintenance of 176 acre boys' leadership camp property, including mowing, tree removal, trail maintenance, weed whacking, pool maintenance, water testing, and garbage removal
- Performed routine maintenance and managed maintenance schedule for more than 5 buildings and structures on the property, including residence, kitchen and dining facility, common building, nurse's quarters, water tower, special purpose buildings and platform tent structures
- Hired and supervised outside contractors (e.g., plumbers, tilers, roofers, electricians, and appliance repairs)
- Developed and managed regular maintenance budget of approximately \$50,000 per year
- Created capital expenditure budgets and plans as needed for special projects
- Supervised and managed schedule for one maintenance worker

Project Counselor (1999-2000)

- Performed a range of general camp counselor duties for a boys' leadership camp serving 60 students each summer, including oversight and mentoring of a select group of 5 participants
- Mentored and guided campers in developing and implementing their own projects to benefit future participants (e.g. building a wheel-chair accessible ramp, designing and constructing an observatory platform, building a log-cabin, etc.)
- Chaperoned international youth participants on special trip to Washington, DC

SKILLS

- Strong skills in carpentry, electric, plumbing, painting, small engine repair, and appliance repair
-

EDUCATION

Ohio State University
Bachelor of Business Administration; Major: Marketing

Carrie Allmendinger

(b) (6)

LinkedIn: <http://www.linkedin.com/pub/carrie-allmendinger/13/698/711>

Experience

Archivist/Librarian, Historic Huguenot Street (2014-present)

- Manage library, archives, and records management program, respond to reference and genealogy questions, process acquisitions and accessions, evaluate items for preservation and digitization, maintain archive and library databases

Collection Development Librarian, Baker and Taylor (2012-2014)

- Produce selection tools for internal and external customers for print and digital collection development, develop customer profiles, maintaining documentation and reports for customers

Library Resources Purchasing and Procurement Assistant, Siena College (2006-2012)

- Process book orders, create purchase orders, prepare logistic shipments, order and receive library and office supplies, book repair, substitute for circulation supervisor

Intern Bethlehem Public Library (2011)

- Reference, collection management of local history and genealogy collection, digitize local history materials

Education

State University of New York University at Albany, Albany, New York

- Masters of Science in Information Science, 2011 Concentration: Library and Information Services

State University of New York at New Paltz, New Paltz, New York

- Bachelor of Arts, 2005 Major: English Minor: Music

Technical Skills

Past Perfect, Millennium ILS, Banner, Squarespace, ContentDM, OCLC Connexion, R25 Scheduling Software, Microsoft Office, Google Drive

Professional Associations, Committees and Round Tables

American Library Association

New Members Round Table (2009-present)

Committees: Archives-Chair (present), VP Committee (2015), Archives (2012-2014), Shirley Olofson Memorial Award (2012-2013), Professional Development Grant

Committee (2011-2013)

Ethnic and Multicultural Information Exchange Round Table (2012-present)

Committees: Directory of Ethnic Archives Task Force (2015-present), Electronic
Communications-Chair (2013-2015), Coretta Scott King Book Award Technology
Committee (2013-2015)

One Book One New Paltz Committee (present)

Ashley Elizabeth Trainor

(b) (6)

EXPERIENCE

Roslyn Landmark Society

May 2012-May 2013

Assistant

- Provided administrative assistance to staff and researchers as needed.
- Aided in establishing and implementing community public programming to education on Long Island history, such as lectures and historic house tours.
- Rehoused and organized archive.

Historic Huguenot Street

February 2011- April 2014

Curatorial, Archives, and Research Intern

- Inventoried, cataloged, and rehoused collection of 300 pieces of historic clothing ranging from 1800-1920 as well as a collection of 300 rare books ranging from 1750-1900.
- Transcribed and digitized collection of Civil War letters of Jacob DuBois Hasbrouck, soldier in the Ulster County 156th Regiment.

May 2014- October 2016

Registrar/Curatorial Assistant

- Manage care and accurate records of collection of 10,000 early 18th-mid 20th century objects including furniture, textiles, weaponry, and works on paper.
- Create and maintain accurate records of accessioned and de-accessioned objects in collection using PastPerfect4.0.
- Collaborate with programming staff to plan, research, and design 4-5 rotating exhibits per year including online exhibits.
- Train and supervise 1-3 curatorial intern staff per university semester.

October 2016-present

Collections Manager

- Oversee proper monitoring and control of climate/pests in 7 historic houses and three storage areas.
- Manage safe handling, transporting, and arrangement of collections objects in storage and display.
- Assist in matters regarding the Collections Committee and Board of Trustees, including compiling agendas, minutes, and reports.
- Aid in implementation of interpretation and furnishing plans for all historic houses.

SUNY New Paltz Residence Life

August 2013-May 2014

Resident Assistant, College and Shango Halls

- Organized and executed educational, entertaining, and community building programs based on programming model to cater to 250 residents.
- Served as Hall Government Liaison to encourage resident participation within the hall and residence life community.
- Collaborated with campus resources to assure the safety and comfort of students.

EDUCATION

State University of New York at New Paltz, 2014

Bachelor of Arts in History and Anthropology

History National Honors Society, Phi Alpha Theta

PROFESSIONAL DEVELOPMENT:

CONFERENCES ATTENDED

American Historical Association Annual Meeting:
2014

Greater Hudson Heritage Network Annual
Meeting: 2014, 2015, 2016

TECHNICAL SKILLS

CONTENTdm

Database reasearch and management

Digital photography

EClimate Notebook

Microsoft Office Suite

Onset HOBOWare

PastPerfect Museum Software

Barbara P. Moore

(b) (6)

Professional Interests

- Advising and assisting museums and libraries in emergency preparedness, response and salvage.
- Conservation of objects
- Salvage of wet museum and library materials.
- Care and preservation of museum and library collections through preventive conservation and long-range conservation planning.
- Planning collections storage spaces and environments for new and existing museum facilities.

Professional Experience

1999-present	Private conservation practice.
2000–2003	Strong Museum, Rochester, NY, <i>Chief of Conservation</i> .
1991–1999	Peabody Museum of Natural History, Yale University, <i>Assistant Director for Conservation and Collections</i> .
1988–1991	Peabody Museum of Natural History, Yale University, <i>Chief Conservator</i> .
1985	Yale University, <i>Visiting Lecturer</i> .
1983–1988	Private conservation practice, New Haven, CT.
1980–1983	Arizona State Museum, <i>Conservator</i> . University of Arizona, Department of Anthropology, <i>Lecturer</i> .
1971–1975	Pitt Rivers Museum, University of Oxford, England, <i>Conservator</i> .

Education

University of London, Graduate Diploma in Conservation, *with distinction*
Brown University, BA, *cum laude*

Selected Emergency Planning Projects and Workshops in Emergency Preparedness, Response or Salvage

- Museum of Fine Arts, Boston (with Davis)
- Vermont Historical Records Advisory Board (5 workshops)
- State of Maine (2014) (2 workshops)
- New York City Emergency Response Team (with Davis)
- Metropolitan Museum of Art (with Davis)
- FAIC and the National Trust for Historic Preservation (3 workshops)
- Iowa Collections Emergency Response Team
- Instructor (with Davis and Voellinger) for three AIC-CERT week-long workshops in 2006 and two in 2011, training conservators and other museum and library professionals to respond to emergencies involving collections.
- National Museum of Natural History (with Davis)
- American Museum of Natural History (with Davis)

- New Jersey State Parks
- Los Angeles County Museum of Art (with Davis)
- Memorial Art Gallery, University of Rochester
- Webster Museum and Historical Society, Webster, NY
- Risk assessment and development of a disaster planning protocol for Rutland County Town Clerks Collaborative (with Davis)
- Southeast Region Conservators' Association (with Davis)
- Conservation Program for students at SUNY, Buffalo, NY Art Conservation Program
- Sam Noble Museum of Natural History, University of Oklahoma
- Westlake Conservators, Skaneateles, NY (with Davis)
- NEH/AIC at Campbell Center for Historic Preservation Studies, Mt. Carroll, IL (with Davis)
- NEH/AIC at the National Park Service at the National Conservation Training Center, Shepherdstown, WV (with Davis)
- New York State Parks Department, Peebles Island (with Davis)
- Society for the Preservation of Natural History Collections (with Davis)
- Oklahoma Museums Association, Oklahoma City, Oklahoma.
- Vermont Museum and Gallery Association, Grand Isle, VT (with Davis)
- NEH/AIC Workshop at Northeast Document Conservation Center, Andover, MA (with Davis)
- Campbell Center for Historic Preservation Studies (with Davis) 2005

Professional Service

- *American Institute for Conservation of Cultural Property*, Co-Chair Emergency Committee 2008 – 2009, committee member 2006 – 2011.
- Community Emergency Response Team (*CERT*) member, Monroe County, NY, September 2002 – 2011.
- Heritage Preservation, member of Advisory Committee for new Risk Evaluation and Planning Program.
- Responder for AASLH/AIC Katrina Response (Mississippi).
- *Institute for Museum and Library Services*, Conservation Project Support Grants, reviewer and panel member, 1996-98; regular reviewer for "Save America's Treasures" program.
- *National Endowment for the Humanities*, Preservation and Access grants, regular reviewer, Panel member 1998 and 2010.
- *Society for the Preservation of Natural History Collections* (SPNHC): Member-at-Large, 1997- 1999; Conservation Committee, member 1994-present (Chairman 1996-98); Education and Training Committee, 1996- present.

Recent Presentations

- *Successful Disasters*, Panel Leader, AAM meetings, May 2009.
- *Writing your Emergency Plan*, Mid-Atlantic Association of Museums meetings, September, 2009.
- *Tropical Storm Irene: AIC-CERT in Vermont*, AIC meetings, May 2012.

Barbara P. Moore, Conservator

(b) (6)

April 21, 2017

Josephine Bloodgood
Director of Curatorial and Preservation Affairs
Historic Huguenot Street
88 Huguenot Street
New Paltz, NY 12561

Dear Josephine,

I look forward to participating in Historic Huguenot Street's Emergency Planning Project. As a first step, in January 2018 I will meet with selected museum staff to show them how to conduct a risk assessment for your historic properties and also your administrative buildings. We will use a Risk Assessment Worksheet I have found useful that considers the likelihood of specific external and internal risks and calculates the impact of possible emergency events. The results of this survey will reveal where you would be advised to concentrate mitigation measures, and will also inform your Emergency Plan.

The next day I will meet with all staff who will be involved in developing the Emergency Plan to determine the contents and organization of a plan most suited to the museum's situation. (It would be wonderful if a representative from the New Paltz Fire Department could be present for this discussion.) We will then assign sections of the plan to appropriate staff members and establish a timetable for drafts of the plan to be shared with others.

I will work with you on the telephone to discuss elements of the Emergency Plan as you develop it, and to help you with additional information. I will review the completed Plan and make further suggestions if needed. I will also supply written information sheets for inclusion in your Plan on the first steps to take to minimize damage to the various materials in your collection after an emergency involving water or soot.

I will return to the museum no later than July 2018 to conduct a workshop for all who would participate after an emergency event. The workshop will include information about: how to work effectively with first responders, how to make good use of the hours or days after a disaster has occurred, but before the building can be entered, how to organize to respond to a disaster, what resources are available to assist in the recovery operation, what hazards might be encountered in a damaged building, and personal protective equipment (PPE) that might be required, how to conduct an initial damage assessment of the collections and the facility, and how to stabilize a wet building and wet

collections. In addition, I will run a drill for the staff based on an emergency scenario at the museum, and using the museum's new Emergency Plan. Based on this drill, the Emergency Plan can be fine-tuned if needed.

Costs:

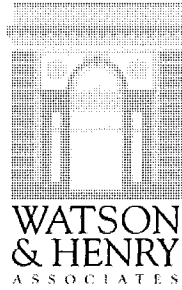
- My first visit will require 2 days @ \$800.
- Email consultation reviewing your Plan, supplying "materials recovery" information, and preparing for the next site visit will amount to 1.5 further day's work (\$800 x 1.5).
- My second trip to the museum will require 2 days @ \$800.
- In addition, I will ask you to cover mileage (approximately 546 miles RT x 2), lodging (2 nights) and per diem expenses at federal rates.

I strongly support your effort to prepare Historic Huguenot Street for an emergency that affects the collections, and I will be very glad to work with you on this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Barbara Moore".

Barbara Moore



26 April 2017

Dr. Nadina Gardner, Director
Division of Preservation and Access
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506

Subject: **Letter of Support for NEH Preservation Assistance Grant**
Historic Huguenot Street
New Paltz, NY

Dear Dr. Gardner,

Please accept this letter in strong support for award of a NEH Preservation Assistance Grant for Smaller Institutions grant to Historic Huguenot Street (HHS) to provide funds to augment emergency planning and preparedness for their historic houses and collections, all of which are architectural, historic and cultural assets of national significance.

Having served as a consultant for HHS over the past several months for the NEH-funded Environmental Management Assessment and completed walk-throughs of the historic homes and collection storage areas, I recognize the importance and need for emergency preparedness and response planning for this institution. Because the resource consists of several structures and contents distributed across a ten acre site seamlessly set in a residential area, resource-specific planning for emergency preparedness and disaster response is critical. A wide-range of potential events must be considered, including extreme weather events such as record snow accumulations and the intense rain events that accompany hurricanes such as Sandy and Irene

Located in the heart of New Paltz, Historic Huguenot Street has been described as "the most significant, intact architectural concentration of late 17th-century and early 18th-century stone houses in the United States." The National Historic Landmark District includes seven remarkable historic house museums, a reconstructed 1717 Huguenot church, authentically-built Munsee Indian *wigwam*, archaeological sites going back 8000 years, research library and archives, and a burial ground that dates to the town's first settlers. HHS's dynamic programs and exhibits offer a range of engaging and educational activities for area residents and tourists, alike.

During my current consultation, I have had an opportunity to observe, first hand, the professionalism and commitment of the HHS staff and board, and I applaud the foresight of the HHS staff in applying for the PAG grant for emergency preparedness and response planning.

I am pleased to lend my support for this project and encourage you to give this application your thoughtful consideration.

Respectfully,

Michael C. Henry, PE, AIA

Date: April 24, 2017

Dr. Nadina Gardner, Director
Division of Preservation and Access
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506

Dear Dr. Gardner,

I write to express my strong support for an NEH Preservation Assistance Grant for Smaller Institutions application being submitted by Historic Huguenot Street (HHS). I understand HHS's proposal requests funds to augment emergency planning and preparedness for their historic houses and collections, all of which are significant regional assets.

Having served as a consultant for HHS over the past several months for the NEH-funded Environmental Management Assessment and completed walk-throughs of the historic homes and collection storage areas, I recognize the importance of emergency preparedness and response planning for their historic buildings and collections. HHS's efforts to improve their emergency preparedness is especially relevant considering the seemingly more frequent occurrence of damaging weather events such as Hurricanes Irene and Sandy.

I applaud HHS's selection of conservator Barbara Moore to lead development of their emergency plan. I am familiar with her preventive conservation work and especially impressed with her ability to craft emergency plans that are comprehensive yet practical, addressing response to more likely emergencies such as broken water pipes or spring flooding as well as disasters such as hurricanes. Barbara's focus on easy-reference tools is especially important to ensure integration of emergency planning and response into daily operations of historic sites and museums. Her material recovery exercises test the plan and emphasize the critical training aspect of emergency planning.

Located in the heart of New Paltz, Historic Huguenot Street has been described as "the most significant, intact architectural concentration of late 17th-c. and early 18th-c. stone houses in the United States." A 10-acre National Historic Landmark District, the site features seven historic house museums, reconstructed 1717 Huguenot church, authentically-built Munsee Indian *wigwam*, archaeological sites going back 8000 years, research library and archives, and a burial ground that dates to the town's first settlers. HHS's dynamic programs and exhibits offer a range of engaging and educational activities for area residents and tourists, alike.

I am pleased to lend my support for this proposal and encourage you to fund this project.

Sincerely,



Richard L. Kerschner
Kerschner Museum Conservation Services
3532 Shellhouse Mountain Road
Ferrisburgh, VT 05456

ULSTER COUNTY EXECUTIVE

244 Fair St., P.O. Box 1800, Kingston, New York 12402

Telephone: 845-340-3800

Fax: 845-334-5724

MICHAEL P. HEIN

County Executive

ADELE B. REITER

Chief of Staff



ROBERT SUDLOW

Deputy County Executive

KENNETH CRANNELL

Deputy County Executive

April 25, 2017

Dr. Nadina Gardner, Director
Division of Preservation and Access
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506

Dear Dr. Gardner:

I am writing to express my support of Historic Huguenot Street's (HHS) application for a National Endowment for the Humanities Preservation Assistance Grant for Smaller Institutions. I understand HHS's proposal requests funds to augment emergency planning and preparedness for their historic houses and collections, all of which are significant assets to our region.

Located in the heart of New Paltz, Historic Huguenot Street encompasses some of the Hudson Valley's oldest colonial architecture. HHS is a 10-acre National Historic Landmark District featuring seven historic house museums, Visitor Center, reconstructed 1717 Huguenot Church, authentically-built Munsee Indian *wigwam*, archaeological sites going back 8,000 years, research library and archives, and a burial ground that dates to the town's first settlers. HHS's dynamic programs and exhibits offer a range of engaging and educational activities for area residents and tourists alike.

When remembering the damage caused by Hurricanes Irene and Sandy throughout Ulster County a few years ago, as well as other recent weather events in our area, we particularly commend HHS's efforts to further professionalize their emergency preparedness.

HHS is a special place that represents an amazing historical legacy and offers all who visit a trip back in time. Thank you for your consideration of Historic Huguenot Street's proposal. I urge you to support their efforts as it will help ensure that they are properly prepared if faced with an emergency.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael P. Hein", is written over a light blue circular stamp.

Michael P. Hein
Ulster County Executive



Town of New Paltz

Neil Bettez, Town Supervisor

PO Box 550, 52 Clearwater Rd, New Paltz, NY 12561

(845) 255-0604 / Fax: 255-4084

www.townofnewpaltz.org

April 21, 2017

Dr. Nadina Gardner, Director
Division of Preservation and Access
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506

Dear Dr. Gardner,

I write on behalf of the Town of New Paltz to express support for a NEH Preservation Assistance Grant for Smaller Institutions application being submitted by Historic Huguenot Street (HHS). I understand HHS's proposal requests funds to augment emergency planning and preparedness for their historic houses and collections, all of which are significant assets to our community. This project is especially relevant to the Town of New Paltz, as early documents associated with our town's founding are stored on long term loan in HHS's archives vault and made accessible by their staff for research.

Located in the heart of New Paltz, Historic Huguenot Street is the site of our town's original European settlement and encompasses some of the Hudson Valley's oldest colonial architecture. HHS is a 10-acre National Historic Landmark District featuring seven historic house museums, Visitor Center, reconstructed 1717 Huguenot church, authentically-built Munsee Indian *wigwam*, archaeological sites going back 8000 years, research library and archives, and a burial ground that dates to the town's first settlers. HHS's dynamic programs and exhibits offer a range of engaging and educational activities for area residents and tourists, alike.

When considering Hurricanes Irene and Sandy a few years ago and other recent weather events in our area, we particularly applaud HHS's efforts to further professionalize their emergency preparedness.

We are pleased to lend our support for this project and encourage you to give this application your thoughtful consideration.

Sincerely,

Neil Bettez, Supervisor

On behalf of the Town Board



Tim Rogers, Mayor

Rebecca Rotzler, Deputy Mayor

Trustees: Thomas Rocco, Don Kerr & Dennis Young

*Nancy Branco
Treasurer*

*Gene Bleu Terwilliger
Superintendent Public Works*

*Alberta G. Shaw
Village Clerk*

April 26th, 2017

Dr. Nadina Gardner, Director
Division of Preservation and Access
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506

Dear Dr. Gardner,

I write to express support for a NEH Preservation Assistance Grant for Smaller Institutions application being submitted by Historic Huguenot Street (HHS). I understand HHS's proposal requests funds to augment emergency planning and preparedness for their historic houses and collections, all of which are significant assets to our community.

Located within the Village of New Paltz, Historic Huguenot Street is the site of our town's original European settlement and encompasses some of the Hudson Valley's oldest architecture. HHS is a 10-acre National Historic Landmark District featuring seven historic house museums, Visitor Center, reconstructed 1717 Huguenot church, authentically-built Munsee Indian *wigwam*, archaeological sites going back 8000 years, research library and archives, and a burial ground that dates to the town's first settlers. HHS's dynamic programs and exhibits offer a range of engaging and educational activities for area residents and tourists, alike.

When considering Hurricanes Irene and Sandy a few years ago and other recent weather events in our area, we particularly applaud HHS's efforts to further professionalize their emergency preparedness. The Village of New Paltz Board of Trustees are pleased to lend our support for this project and encourage you to give this application your thoughtful consideration.

Sincerely,

Tim Rogers
Mayor

25 PLATTEKILL AVE • NEW PALTZ, NY 12561
PHONE: 845.255.0130 • FAX: 845.255.4305 • TTY Available

WWW.VILLAGEOFNEWPALTZ.ORG • VONP@VILLAGEOFNEWPALTZ.ORG

The Village of New Paltz prohibits discrimination against and harassment of any person because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable federal or state law.

HISTORIC HUGUENOT STREET
LIBRARY AND ARCHIVES
Preservation Needs Assessment Report

Institution: Historic Huguenot Street
Library and Archives
88 Huguenot Street
New Paltz, NY 12561

Date of Survey: November 18, 2015

Surveyor: Dyani Feige, Director of Preservation Services, CCAHA

Staff Members Interviewed: Carrie Allmendinger, Archivist/Librarian
Josephine Bloodgood, Interim Executive Director/Curator
Renzo Cinti, Site Supervisor

I. Introduction

A. Preamble

This Preservation Needs Assessment conducted by the Conservation Center for Art & Historic Artifacts (CCAHA) for Historic Huguenot Street on November 18, 2015 was made possible through funding from the National Endowment for the Humanities.

The surveyor would like to thank Carrie Allmendinger for her hospitality, helpfulness, and cooperation given throughout the visit, as well as her availability and conversations preceding and following the time spent on-site. Allmendinger and the other Historic Huguenot Street collections staff are to be congratulated for their strong commitment to the preservation of the collections and to the mitigation of identified risks to staff, visitors, the collections, and the historic structures.

B. Purpose of Assessment

This report has been prepared in order to aid the Historic Huguenot Street Library and Archives in evaluating the preservation needs of its collections. It will serve as a guide for the process of creating a preservation plan, generating a list of preservation priorities, and assessing other needs. The recommendations highlighted in the report address the preservation needs and concerns for the collections in the areas of policies, building and maintenance, environment, security, disaster preparedness, collections care, and preservation planning.

In addition to developing a preservation plan, the Library and Archives will use recommendations from this assessment in order to improve collections care, environmental conditions, and security and fire

protection. It will also be beneficial in identifying continuing education needs for staff and providing assistance for the creation of policies and guidelines. This assessment will be useful to increase staff and board awareness of preservation concerns, as a tool to obtain funding for collections care, and for inclusion in grant applications.

C. Institutional Background and Collections

The Historic Huguenot Street heritage site – the oldest authentic museum street in America – is composed of 30 buildings across 10 acres of land in New Paltz, New York and was originally founded in 1894 by the Huguenot Patriotic, Historical, and Monumental Society. Formed by the descendants of the first Huguenot settlers in the area, the Society sought to preserve their French and Dutch heritage. Today it is a National Historic Landmark District and has been chartered as an educational corporation by the University of the State of New York.

In 1678 a group of Huguenots (Protestants originating in France and what is now southern Belgium) fleeing religious persecution established a community alongside the Wallkill River in the Mid-Hudson Valley in New York. This 30,000 acre land grant from the English government eventually became the town of New Paltz. The Historic Huguenot Street site (hereafter referred to as “HHS”) brings the story of New Paltz to life with seven historic house museums and a permanent collection of historic artifacts. Guided tours and historical reenactments complement the Archives, Library, and Permanent Collection. As an estimated thirty million people have descended from this area, it is an excellent source of information for people conducting genealogical, family, and regional history research.

The survey focused on the Archives and Library, which are housed in two separate buildings on the site. The Archives are stored in the French Church, a reconstructed stone church built in 1972, and the Library is kept in Roosa House, a wood-frame building constructed in 1891. Materials in the Archival collection date from the 17th through the 20th centuries, and are composed of:

- Books, including many rare books and bibles
- Archival materials, including items regarding the practice of slavery in the North (slave registers, wills, and bills of sale); Revolutionary and Civil War enlistment registers and complete sets of soldiers’ correspondence; church records and other faith documents; and early documents depicting the arrival of the Huguenots to the area and the founding of New Paltz
- Records pertaining to the Jean Hasbrouck House
- Manuscripts
- Photographs
- Pamphlets
- Microfilm
- Maps

The Archives and Library have many primary and secondary resources available for researchers and scholars, and combined they received around 89 researchers in the year preceding the site visit. Overall, the entire historic site recorded 5,962 visitors in this time.

- b. HHS should maintain an ongoing emergency and fire safety program. Ensure that the fire detection systems, as well as the fire extinguishers, continue to be inspected on a regular basis.
- c. The Library and Archives should maintain regular contact with the local fire company. Ensure that the fire company has a copy of the Library and Archive emergency plans, floor plans for the building, and a list of salvage priorities, with locations.

3. Emergency Preparedness and Response

A major priority identified by staff is the necessity of completing and implementing an emergency plan. The Interim Executive Director/Curator began putting a plan together in dPlan, which is an excellent start. However, it needs to be expanded, updated, and formally adopted.

- a. Expand and update the HHS emergency plan to include a more comprehensive phone list and salvage procedures for collections materials by format.
- b. Plan periodic training sessions on emergency preparedness. Ensure that volunteers and other identified responders are appropriately trained to respond in the event of an emergency, including evacuation, personal safety, and collections salvage procedures.
- c. Maintain a stockpile of emergency supplies on-site, such as plastic sheeting, plastic gloves, a roll of unprinted newsprint paper, sturdy boxes, paper towels, a camera (to document emergency), etc.

E. Collections Care

1. Exhibition

Materials from the Archives are exhibited periodically in the Fort and in Deyo House. There is currently a rotating schedule of exhibitions, with three to six per year. The Archivist/Librarian has a good understanding of which items may be unsafe to be exhibited, but there is not a full exhibition policy for the Library/Archives.

- a. An exhibition policy should be written and implemented for the Archives' changing exhibitions that establishes a rotation schedule for sensitive materials (such as photographs, textiles, and interior pages of books), light level requirements, exhibit material specifications, and exhibit furniture specifications.
- b. Make a decision regarding what parts of the collection can acceptably be reproduced and exhibited by showing a facsimile rather than the original. Some portions of the collection lend themselves to this far better than others. For example, a high quality reproduction of a photograph or even a work of art on paper may be almost indiscernible from the original, but certain textile items would be very difficult to reproduce well. **Whenever possible, exhibit quality facsimiles instead of original paper items.** The Archivist/Librarian is aware of this and has been using facsimiles when possible.

IV. Goals

The necessity for thoughtful preservation planning for cultural organizations cannot be overemphasized. At the completion of the site visit, the surveyor created a list of initial goals for the Historic Huguenot Street Library and Archives in order to jumpstart the planning process. Short-term (completion within the next 12 months), medium-term (completion within 1 to 3 years), long-term (completion within 3 to 8 years), and ongoing goals were identified. The Curator/Executive Director, Archivist/Librarian, and Board are encouraged to expand these goals and develop them further into a preservation plan. Goals within each of the categories are not listed in order of priority.

A. Short-Term Goals

1. Install ties to halt movement in the walls of the Archives.
2. Revisit and update the records management plan which allows for the scheduled removal of institutional records currently occupying space in the collections areas.
3. Complete inventorying all objects in storage, and make decisions regarding which materials necessitate being kept in the Archives and which are able to be moved to the Library stacks or to the Archivist/Librarian's office.
4. Develop and refine policies for the Library and Archives collection use: primarily a handling policy and a collection development policy for the Archives.
5. Complete and implement the site-wide disaster preparedness plan, prioritizing collections in case of an emergency.
6. Continue the process of sourcing, funding, and soliciting architectural plans for a purpose-built collections building.

B. Medium-Term Goals

1. Create and implement a full Preservation Plan with a timeline for implementation and assigned responsibilities.
2. Cover windows throughout the Library space with UV-filtering film. Address, if possible, light exposure in exhibition spaces where original materials from the Archives are displayed.

C. Long-Term Goals

1. Allocate funding to hire an Archivist or Archives Assistant.
2. Establish a purpose-built study center and storage space for the Archives, Library, and Permanent Collection.

D. Ongoing Goals

1. Once they are in place, review and update all policies, plans, and procedures on a regular basis, especially the emergency preparedness and response plan.
2. Make decisions regarding the replacement of items on exhibition with facsimiles. If possible, implement accordingly.
3. Continue processing, rehousing, and arrangement of collections. As materials are inventoried and processed, identify damaged collections material for rehousing and conservation. Check housing materials for acidic content with an Abbey pH pen and replace as necessary.
4. Continue the regular building maintenance and housekeeping schedules.
5. Implement professional development and training opportunities in preservation practices.
6. Continue to seek outside funding sources for preservation, conservation and storage of collections.

3. Emergency Preparedness

The provision of adequate emergency preparedness systems and procedures, including internal and external security systems, fire detection and suppression systems, emergency response and recovery plans, evacuation routes, emergency supplies on-site, and staff training in emergency procedures, is needed to minimize the risk of loss of materials and to ensure the safety of staff and visitors.

Preparation, mitigation, and quick and appropriate response are cost effective approaches. Response to a small or major disaster should be as quick as possible. It is essential that Historic Huguenot Street established and maintains procedures that allow for quick and coordinated response and decision making in the event of a disaster. Special procedures need to be in place so supplies and hiring of consultants and vendors for recovery efforts can be procured quickly.

An Emergency Preparedness and Response Plan is an integral part of a comprehensive Preservation Program. The preparation and continued updating of a plan has several benefits including identification of areas of risk and hazards, establishment of procedures and systems to mitigate potential risks, determination of collections priorities, and development of procedures for quick response to limit damage to collections.

- a. The Emergency and Disaster Preparedness Plan, which the Curator has begun on dPlan should be returned to and completed. This should include full phone lists of volunteers, board members, and vendors and salvage procedures by format of collection material.
- b. A list of collections that are a priority for salvage is also crucial in the event of an emergency, and it is also necessary to provide a copy to the local first responders so that they are aware of the collection's priorities. For quick response, items that are a priority for salvage can be identified on a building floor plan. Priorities can be determined as follows:
 1. Materials easily removed by survey team on way out;
 2. Materials most at risk;
 3. Priority list of most important items as developed by collections staff – materials having sentimental, financial or historical value that could not be easily replaced;
 4. Other materials vital to the institutional mission;
 5. Materials that are damaged or in unstable areas.
- c. The Plan should be reviewed and updated on an annual basis, or more frequently if necessary.
- d. At least one copy of the Emergency Plan should be kept off-site, in the event that something might happen to the building. Normally it is recommended that a staff person keep a copy of the plan at home. Identify a volunteer or board member who can also keep a copy at home. Ensure that updated call lists and supplier lists are distributed to all who have an emergency manual.
- e. Develop and maintain an easy-to-use emergency flipchart or other quick use guide for immediate response to an emergency. A condensed disaster plan will be useful for volunteers and other responders who may not be as familiar with the collection.

- f. Plan periodic training sessions on emergency preparedness. Ensure that anyone identified as a responder is appropriately trained to respond in the event of an emergency including evacuation, personal safety, and collections salvage procedures.
- g. Copies of all critical and vital records, such as inventories, personnel records, cataloging records, accession records and emergency plans, should be stored off-site in a safe location to ensure their security and accessibility in the event of a disaster. Documentation for insurance or disaster relief aid can be made only if a full inventory is available.
- h. Maintain a stockpile of emergency supplies on-site, such as plastic sheeting, plastic gloves, a roll of unprinted newsprint paper, sturdy boxes, paper towels, a camera (to document emergency), etc. A list of supplies to have on hand for emergency response will be included with the appendices of this report.
- i. Be familiar with insurance policies. Ensure that there is appropriate collections documentation required for insurance claims. Consider insurance coverage for collections salvage.

E. Collections Care and Storage

E.1 Findings and Current Conditions

The staff, particularly the Curator and Archivist/Librarian, has accomplished a number of positive steps toward the long-term care of the collections, and should be commended for their efforts. They have been well trained in and are enthusiastic about preservation, processing, and other aspects of collections care; shortfalls are generally a consequence of limited funding, staff time, and space on-site.

a. Exhibition

No items from the Library or Archives were on exhibition throughout the site at the time of the site visit.

- i. Archival items are occasionally displayed in an exhibition case in the Fort and in other places throughout the site. For example, following the site visit, a collection of Christmas cards would be installed on display in Deyo House. Concerns about light and security in the Fort space have been identified elsewhere in this assessment.
- ii. An Exhibitions Policy has not been established for the Library and Archives collections.

b. Collections Storage

In general, the HHS Library and Archives collections are housed well and the staff has made efforts to refine the housing of those materials. However, some enclosures and housings, as well as certain storage arrangements in general, need to be refined.

EXCERPTS

MUSEUM ASSESSMENT PROGRAM (MAP) II
REPORT
THE HUGUENOT HISTORICAL SOCIETY
NEW PALTZ, NEW YORK

Draft
Prepared by Susan E. Hanna
June 12, 2000

FACILITIES AND SECURITY

(b) (4)



COLLECTIONS MANAGEMENT

(b) (4)





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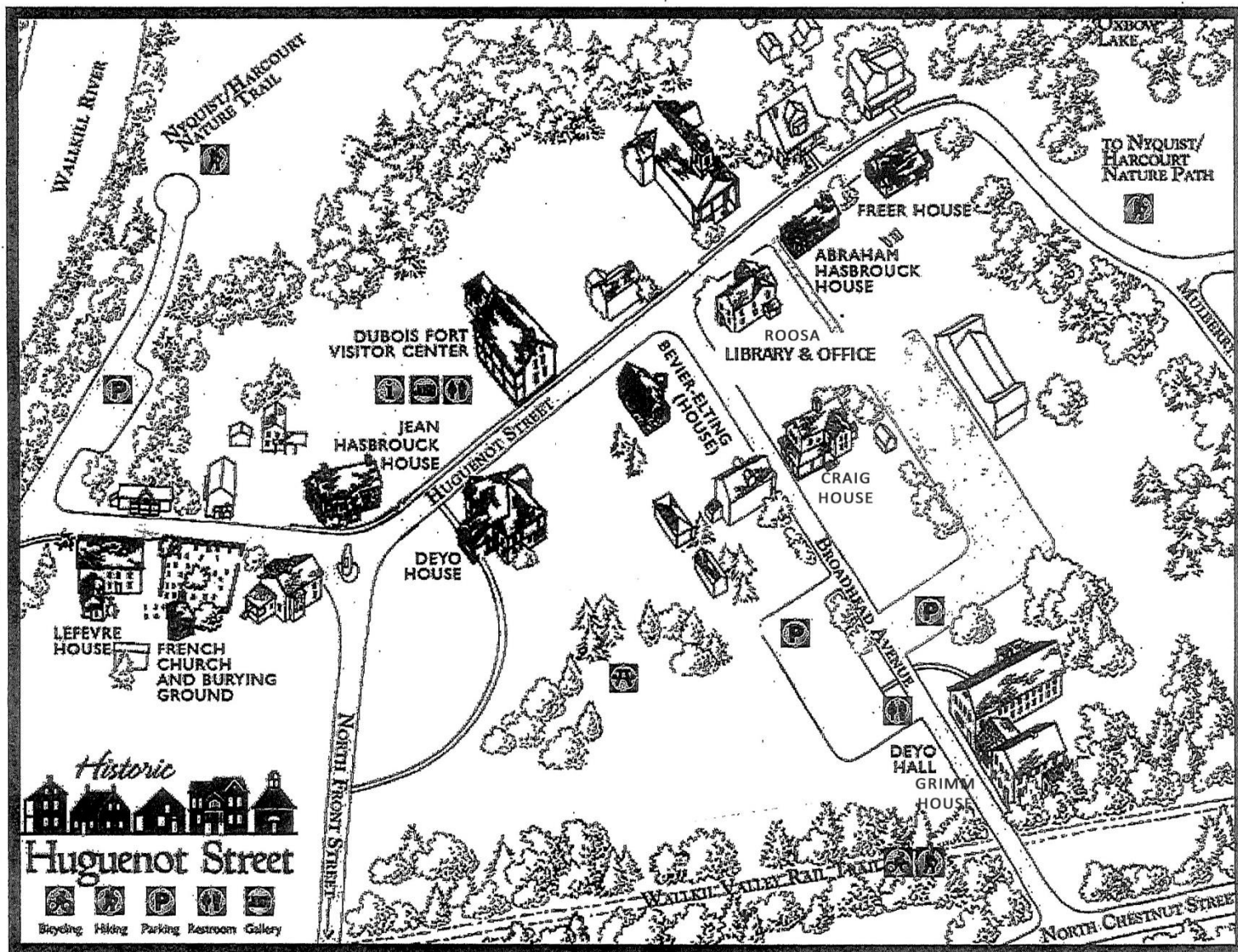
Seven Historic House Museums

A National Historic Landmark District

*One of the most significant, intact architectural
concentration of late 17th-c. and early 18th-c.
stone houses in the United States*



Abraham
Hasbrouck House,
built 1721



Map of the Historic Landmark District

Jean Hasbrouck House



ca. 1685-1700, 1721

Collections at the Jean Hasbrouck House



The *grote kamer* at the Jean Hasbrouck House would have served as the formal space for greeting guests and also as the bedroom for head of household (left). Unique items decorating the house include a rare Delft shaving bowl featuring the user's reflection in a period mirror (right).

Collections at the Jean Hasbrouck House



An interpreter teaches students about *kasten* or Dutch-style cupboards (left). The Jean House preserves one of only about three original jambless fireplaces in the United States (right). The kitchen also features 18th-century Hudson Valley furniture, like the drop leaf table and Queen Anne chair.

Abraham Hasbrouck House



The Abraham Hasbrouck House (ca. 1721, 1728, 1734-1741)

Collections at the Abe Hasbrouck House



Furnishings at the Abraham Hasbrouck House include a primitive, open cupboard or *pottebank* (left); French, English, and Dutch delft pieces; Queen Anne chairs; Hudson Valley kast; and a Connecticut highboy (left).

Deyo House

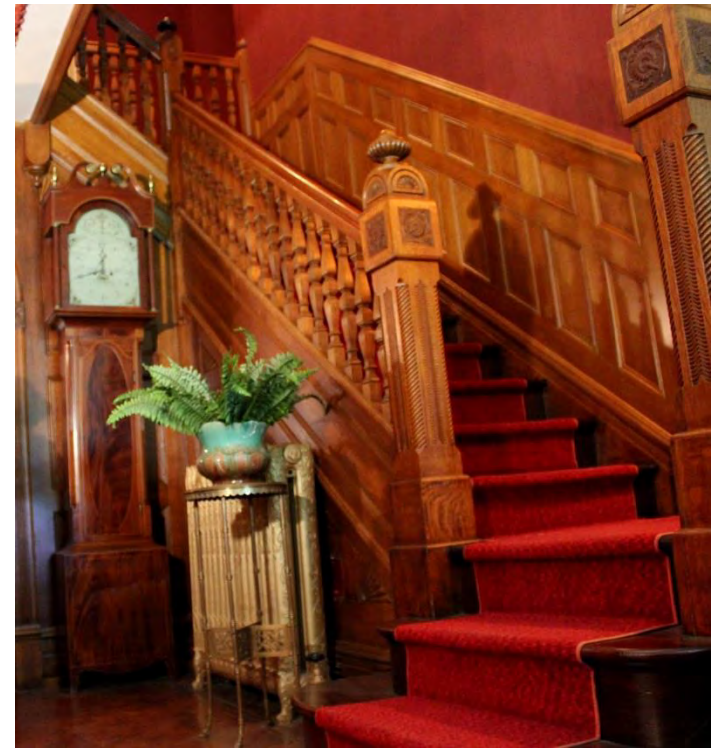


ca. 1692, 1894

Collections in the Deyo House



The Deyo House was transformed into a late Victorian style mansion in 1894 by descendants of original settlers and, thus, is furnished with both period and “heirloom” pieces.



Collections in the Deyo House



Floral still life paintings (left) by Hudson Valley artist Julia McEntee Dillon (1834-1919) are featured in the Deyo House. A portrait of Gertrude Deyo (ca. 1830s) hangs in the home's formal parlor (right).

LeFevre House



The LeFevre House (1799) features a permanent gallery of one dozen fine 19th-century portraits of Huguenot descendants, such as these by Waldo and Jewett of Francis Potter and his wife Mary Dubois Potter.

Bevier-Elting House



The cellar kitchen of the **Bevier-Elting House** (ca. 1705) is furnished with authentic 18th-c. furnishings and interpreted as a slave workspace and dwelling, commemorating the toil and hardships of enslaved Africans on Huguenot Street. Evidence of slavery on Huguenot Street is documented in the Archives in records relating to all seven Huguenot founding families.

Additional Historic Houses and Replica Structures



DuBois Fort, ca. 1705, 1830s



Crispell Memorial French Church, 1973 and original burial ground.



Freer-Louw House, ca. 1762



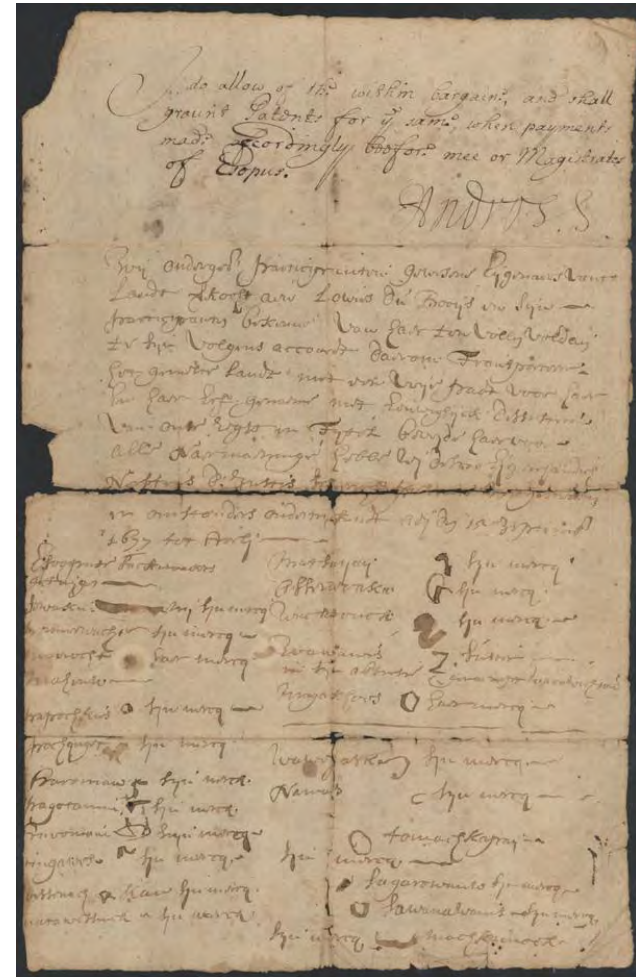
Replica Native American wigwam (2017)

HHS Archives

Thousands of manuscripts, maps, account books, and other rare documents (in French, Dutch, and English) are in the HHS Archives and tell the story of New Paltz from its founding in 1677 through the 20th century.



1676 Certificate of Worship for Huguenot settlers Louis Bevier and Marie LeBlanc.



1677 Esopus Indian-Huguenot Land Agreement (page 3)